

# Hampton Roads Regional **LHRC Committee Meeting Minutes**

October 22, 2013

9:00 A.M.

## **I. CALL TO ORDER:**

The committee meeting was called to order by Committee Chair, Doris Peterkin, at 9:10 am

## **II. EXECUTIVE SESSION:**

No business warranted closed session on this date.

## **III. INTRODUCTIONS:**

Members present: Doris Peterkin, Chair, Rev. Christopher Boyd, James Overton, Crystal Brown, Carleen Siegle

Absent: None

Human Rights Regional Advocate, DBHDS, present: Reginald Daye

Affiliate Representatives: Stephen Marsden, Community Services of Virginia, Inc.; Angie Furrow, Didlake, Inc.; Joan Whitted, Emerson Place, Inc.; Tameka Foster, EVOLVE, LLC; DeForest Mapp, Family Redirection Institute; Franklin Bradford, G.R.A.C.E.; Karla Foster, James Bentley Treatment Program; Kimberly Davis, Northwestern Human Services, Inc.; Amber Andersen-Borders, Seeds of Change; Juli Graboski, Sentara Behavioral Health Services; and Rita Fisher, Tranquility Manor

William Babble introduced himself as a representative for Tranquility Manor, LLC.

Joseph Calhoun introduced himself as a representative for Community Based Solutions

Ann Bevins introduced herself as a member of the State Human Rights Committee

## **IV. PUBLIC COMMENTS**

None

## **V. REVIEW AND APPROVAL OF MINUTES:**

The minutes for the meetings held July 30, 2013 were reviewed, and approved with corrections.

### **Regional Advocate Report**

1. Mr. Daye reported that a guide for CHRIS system entries had been emailed to the Affiliate group. Affiliates acknowledged receipt.
2. Mr. Daye joined with Chairwoman Peterkin to reinforce that affiliate reports must be submitted two weeks prior to the next meeting to allow Committee Members sufficient time to review the materials. Reports sent to Mr. Daye must be faxed, not emailed.
3. Mr. Daye reviewed important upcoming deadlines for end of the year reports.
  - a. 4<sup>th</sup> Quarter 2013 reports are due in January
  - b. Annual reports for 2013 are due in January
  - c. Annual Seclusion and Restraint reports are due to the Central Office by January 15, 2014.

## **VI. OLD BUSINESS:**

Once the minutes from the previous meeting are reviewed and approved, at the current meeting, by the Committee, they will be forwarded to the following state website to be posted: ([dbhdsproductionsupport@cov.virginia.gov](mailto:dbhdsproductionsupport@cov.virginia.gov)) within three (3) business days, with corrections made as needed.

A draft of the current minutes will be forwarded to the above noted site for posting on the website within ten (10) business days of the Committee meeting.

The "Freedom of Information Act" mandates that all service providers post at each of their sites the date, time, and location of all scheduled LHRC meetings. This posting will include a list of all meetings scheduled for the remainder of the year.

Financial Report: The program affiliates have 0 balance in any bank accounts.

## **VII. NEW BUSINESS:**

Schedule for 2014 meetings was discussed and approved:

January 28, 2014

April 22, 2014

July 22, 2014

October 28, 2014

Mr. Marsden from Commonwealth Services of Virginia presented their policy addressing medical protective devices (helmet) for approval. Mr. Daye offered recommendations about differentiating medical protective devices that a consumer may remove, as opposed to restrictive devices (restraint) that a consumer cannot remove on his own. A motion was made and passed **not to approve** the Community Services of VA, Inc. policy on the use of protective/ medical restraint. The HRR\_LHRC recommended that the program revise their policy based on the recommendations and return to the Committee at a special subcommittee meeting. The special Meeting is scheduled for November 8, 2013 at 0900 at Family Redirections Institute to review the revised policy for approval. The revised policy is to be re-submitted to each member and Mr. Daye by October 25, 2013, in order to be presented during the sub-committee meeting

### **PROGRAMS REQUESTING AFFILIATION:**

Mr. Calhoun presented Community Based Solutions for affiliation. This agency is a residential group home for customers with intellectual disabilities. They are currently seeking their state license. They are planning for four (4) male clients. There will be five (5) staff members. Mr. Calhoun, as CEO, has over ten (10) years of experience in the field, including supervisory roles. The agency will use TOVA as its crisis intervention training model. Mr. Calhoun will instruct. The Human Rights training will be incorporated in the staff orientation packet, including a post-test. Committee members voted unanimously to approve the affiliation.

Mr. Calhoun submitted the agency's Program Rules of Conduct and Behavior Management policy for approval. Mr. Daye offered recommendations for revisions to both of these documents. Clarifications around phone usage, personal property, and restraints were suggested. The Committee voted to have Mr. Calhoun make revisions based on the recommendations, and in line with State **Human Rights** Regulations and return to the Committee at the next regularly scheduled meeting.

## **VIII. PROGRAM REPORTS:**

### **3<sup>rd</sup> Quarter**

Community Services of Virginia, Inc. – served 30 individuals in Group home, 15 in home; 7 Intensive in-home and 16 Day Treatment. 4 reports of allegation of abuse. 4 cases closed. 3 cases of Physical. 0 complaints. 0 restraint or Time-out. Amending policy on restraints. License renewal due 3/2015.

Didlake, Inc. – 25 served in day support. 1 reports of allegation of abuse. 1 peer-to-peer. 1 case closed. 0 complaints. 0 restraint or Time-out. No response had been received from Kevin Paluszak, regarding revisions to the Human Rights policies & procedures, as of 10/8/2013. License renewal due 6/2015.

Emerson Place, Inc. – 5 consumers receiving residential services. 0 reports of allegation of abuse/neglect. 0 complaints. Will be reporting on ongoing behavior plan. License renewal due 2015.

Evolve, LLC – 13 consumers are receiving intensive in-home services. 22 consumers in the mental health support program. 0 allegation of abuse. 0 complaint. 0 restraint or Time-out.

Family Redirection Institute, Inc. – 41 individuals in mental health support program. 62 served in intensive in-home care. 81 in therapeutic day treatment. There were 5 reports of alleged abuse (2 peer-to-peer; 3 restraint). 5 cases closed. 0 complaints. Audits for renewals pending at two locations; Newport News, and Chesapeake. Participates in transportation of Committee Members to the meetings. Sponsoring in-house Crisis Intervention Training. Continues to host the HRRLHRC meetings at their office location.

G.R.A.C.E., Inc. – 4 consumers are receiving supportive in-home services. 7 individuals in residential services. 3 allegation of abuse (1 physical; 1 verbal; 1 other). 1 case other founded. ? serious incident. 2 cases closed. 1 complaint (dignity). 1 case closed. Camera use was stopped. New policy is pending.

James Bentley Treatment Program – 22 clients served in-home; 6 in day treatment. 0 allegations of abuse. 0 complaints. Licensing was updating in October 2013. New Licensing Specialist assigned.

Northwestern Human Services, Inc. – 18 individuals are in residential services. 2 allegation of abuse or neglect. 2 cases closed. 0 complaints.

Seeds of Change – 3 residents served. 0 allegations of abuse.

Sentara Behavioral Health Services – 216 patients served for adult acute inpatient. 43 patients served for geropsychiatry. 6 allegations of abuse or neglect (5 peer-to-peer; 1 other) 1 founded (other). 6 cases closed. 3 behavioral mechanical restraints. 4 Seclusions. 1 complaint (dignity) 1 case closed. License renewal due 8/2016.

Tranquility Manor, LLC – 17 clients served in residential; 16 in day support; 0 reports of abuse or neglect. 0 complaints.

## **IX. EXECUTIVE SESSION:**

At 11:02am, a break was called, prior to moving to closed session.

At 11:17 am, The Committee voted to go into closed session pursuant to Virginia code 2.2-3711A to review allegations of abuse, neglect, complaints, serious incidents and behavior plans for the following programs: Community Services of VA; Didlake; Emerson Place; Family Redirections Institute; GRACE Inc.; Northwestern Human Services; and Sentara BHS.

At 12:55 am the Committee voted to come out of closed session. Upon reconvening in open session, each member of the LHRC certified that the only things discussed in closed session with the following programs: Community Services of VA, Didlake, Emerson Place, Family Redirections Institute, GRACE Inc., Northwestern Human Services, and Sentara BHS, were the allegations of abuse, seclusion, restraints, incidents of peer on peer aggression, and behavior plans.

At this time, the Committee moved and voted to adopt the following recommendations:

The Committee had the following recommendations for further action:

\* Community Services of VA: In the event of a medication administration error, notify MD immediately for emergency care, and transport client to emergency department promptly for follow-up.

\* Didlake: No recommendations

\* Emerson Place: Offer update on treatment plan for Mr. G. at next quarterly meeting.

\* Family Redirections Institute: No recommendations

\* GRACE: No recommendations

\* Northwestern: No recommendations

\* Sentara BHS: No recommendations

Meeting Adjourned at 1:02 pm.

The Next quarterly meeting scheduled for all Affiliate Programs will be held January 28, 2014 at Family Redirection Institute, Inc., 5062 Portsmouth Blvd., Chesapeake, VA 23321 9:00am.

Respectfully Submitted,

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Doris Peterkin  
LHRC Chairperson

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Julianne M. Graboski  
HRRLHRC Program Support Liaison